

HCD

Department of Housing & Community Development

May 13, 2009

Mrs. Libby Stanley, Sr. CPD Representative
US Department of HUD
Asheville Building
1500 Pinecroft Road
Suite 401
Greensboro, NC 27407

Dear Mrs. Stanley:

Please find enclosed for the Greensboro Field Office our HPRP application package including the following original documents:

- Request for a substantial amendment to the 2008-09 Annual Plan to permit HPRP Activity
- HPRP SF-424 grant application form
- HPRP general certification form
- HPRP certification form
- Copy of the Greensboro City Council resolution approving the substantial amendment

The second original application packet has been mailed to the HUD Headquarters Office. A copy of the application is posted on our website at:

<http://www.greensboro-nc.gov/departments/hcd>

We appreciate your time and guidance through the application process. Please contact me at (336) 255-8576 or contact Gwen Torain, HCD Grants Division Manager, at 373-2993 if you have questions or need anything additional.

We look forward to your review and decision. Thank you for your consideration.

Sincerely,

Susan Crotts
HCD Analyst

cc: Gwen Torain, HCD Grants Division Manager

DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT CITY OF GREENSBORO

P.O. Box 3136 Greensboro, NC 27402-3136 336.373.2349 Fax 336.412.6315

TDD 333.6930 Web Site: www.greensboro-nc.gov/HCD





May 13, 2009

US Dept. of HUD
Office of Special Needs Assistance Programs
Robert C. Weaver Building
451 Seventh Street, SW
Room 7262
Washington, DC 20410

Attention: Homelessness Prevention and Rapid Re-housing Program

Dear HPRP Grant Administrator:

Please find enclosed for the HUD Headquarters Office our HPRP application package including the following original documents:

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41-09

RESOLUTION APPROVING A SUBSTANTIAL AMENDMENT TO
GREENSBORO'S FY 2008-09 ACTION PLAN FOR HOUSING AND COMMUNITY
DEVELOPMENT ACTIVITIES TO ENABLE APPLICATION FOR HOMELESSNESS
PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP) FUNDS

WHEREAS, under the American Recovery and Reinvestment Act of 2009 the City of Greensboro is eligible to submit application to the U.S. Department of Housing and Urban Development (HUD) for a 3-year grant totaling \$781,141 or \$260,380 per year; and

WHEREAS, program funds will be used to assist people who are or will be homeless due to various events such as job loss or illness that can result in housing crisis; and

WHEREAS, application for the funding constitutes a substantial amendment to Greensboro's FY 2008-09 Action Plan for Housing and Community Development Activities.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENSBORO:

That, Greensboro's FY 2008-09 Action Plan for Housing and Community Development activities has been substantially amended and that this action enables the City of Greensboro to submit application for Homelessness Prevention and Rapid Re-Housing Program funds under the American Recovery and Reinvestment Act of 2009 to the Federal Department of Housing and Urban Development (HUD).

The foregoing resolution was adopted
by the City Council of the City of
Greensboro, NC on

5-5 2009
Cynthia H. Richardson
City Clerk

**Request for a Substantial Amendment to the FY 2008-09 Action Plan of
Greensboro's 5-Year Consolidated Plan for Housing and Community
Development Activities to Enable Application for Homelessness Prevention and
Rapid Re-Housing Program (HPRP) Funds**

Grantees eligible to receive funds under the Homelessness Prevention and Rapid Re-Housing Program (HPRP) are required to complete a substantial amendment to their Consolidated Plan 2008 Action Plan. This form sets forth the required format for this substantial amendment. A completed form is due to HUD within 60 days of the publication of the HUD HPRP notice.

To aid grantees in meeting this submission deadline, the HPRP Notice reduces the requirement for a 30-day public comment period to no less than 12 calendar days for this substantial amendment. With this exception, HPRP grantees are required to follow their Consolidated Plan's citizen participation process, including consultation with the Continuum of Care (CoC) in the appropriate jurisdiction(s). Grantees are also required to coordinate HPRP activities with the CoC's strategies for homeless prevention and ending homelessness. To maximize transparency, HUD strongly recommends that each grantee post its substantial amendment materials on the grantee's official website as the materials are developed.

A complete submission contains the following three documents:

- 1) A signed and dated SF-424,
- 2) A completed form HUD-40119 (this form), and
- 3) Signed and dated General Consolidated Plan and HPRP certifications.

For additional information regarding the HPRP program, visit the HUD Homelessness Resource Exchange (www.hudhre.info). This site will be regularly updated to include HPRP resources developed by HUD and its technical assistance providers.

The information collection requirements contained in this application have been submitted to the Office of Management and Budget (OMB) for review under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Information is submitted in accordance with the regulatory authority contained in each program rule. The information will be used to rate applications, determine eligibility, and establish grant amounts.

Public reporting burden for this collection of information is estimated to be 16 hours, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This information is required to obtain benefits. To the extent that any information collected is of a confidential nature, there will be compliance with Privacy Act requirements. However, the substantial amendment to the Consolidated Plan 2008 Action Plan does not request the submission of such information.

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

A. General Information

Grantee Name	City of Greensboro, North Carolina
Name of Entity or Department Administering Funds	Housing and Community Development Department
HPRP Contact Person (person to answer questions about this amendment and HPRP)	Susan Crotts
Title	Housing and Community Development Analyst
Address Line 1	City of Greensboro
Address Line 2	PO Box 3136
City, State, Zip Code	Greensboro, NC 27402-3136
Telephone	336-373-4671
Fax	336-412-6315
Email Address	Susan.Crotts@greensboro-nc.gov
Authorized Official (if different from Contact Person)	Andrew S. Scott
Title	Interim Assistant City Manager
Address Line 1	City of Greensboro
Address Line 2	PO Box 3136
City, State, Zip Code	Greensboro, NC 27402-3136
Telephone	336-373-2751
Fax	336-412-6315
Email Address	Andrew.Scott@greensboro-nc.gov
Web Address where this Form is Posted	http://www.greensboro-nc.gov/departments/hcd/

Amount Grantee is Eligible to Receive*	\$781,141
Amount Grantee is Requesting	\$781,141

*Amounts are available at <http://www.hud.gov/recovery/homelesspreventrecov.xls>

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

B. Citizen Participation and Public Comment

1. Briefly describe how the grantee followed its citizen participation plan regarding this proposed substantial amendment (limit 250 words).

Response:

The grantee met with the Continuum of Care New Initiatives Committee at their regular meeting (3/30/09) at Family Service of the Piedmont, Jamestown, NC. Information on the HPRP grant received by the Grantee at a state-wide meeting conducted by NCCEH was shared with the CoC Committee. The Committee agreed to develop a plan with agencies having demonstrated capacity and under contract with the City, who might be interested in performing the work required. Agencies identified for consideration included Family Service of the Piedmont, Greensboro Urban Ministry, Salvation Army, and Greensboro Housing Coalition.

On April 1 and 2, 2009, Committee members met at City Hall in Greensboro with representatives of agencies interested in providing HPRP services to develop the plan. The grantee facilitated the meetings. On April 1st, the group developed the basis for a service plan. Denise Neunabor, Executive Director of NCCEH, participated in the second meeting.

Legal notices were published in the Greensboro News and Record (4/6/09), and Carolina Peacemaker and Que Pasa (4/9/09).

The proposed Plan and opportunity for public comment at (two) public hearings were introduced on three occasions:

4/9/09 Homelessness Prevention Coalition of Guilford County meeting
4/16/09 Community Resource Board Public Hearing
5/5/09 City Council Public Hearing

2. Provide the appropriate response regarding this substantial amendment by checking one of the following options:

- ☐ Grantee did not receive public comments.
☒ Grantee received and accepted all public comments.
☐ Grantee received public comments and did not accept one or more of the comments.

3. Provide a summary of the public comments regarding this substantial amendment. Include a summary of any comments or views not accepted and the reasons for non-acceptance.

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

Response:

4/16/09 CRB Public Hearing on Substantial Amendment on HPRP Public Comments:

Mr. Mitch McGee, Housing Support Team Coordinator for Family Service of the Piedmont:

- Program is cost effective, saves expenses in hospitals, prisons, other social costs
- Spoke to his participation in the process of developing the program plan
- Expressed appreciation to CRB for recommending \$200,000 in HOME Vouchers, which demonstrates strong community support and will help leverage additional federal funds.
- Offered to answer any questions about the housing first program, similar to the HPRP program

Mr. Arno Neuhold, Client of Family Service of the Piedmont:

- Formerly homeless
- Veteran with alcohol abuse issues
- Spoke to his participation in the Housing first program
 - Hard to be presentable enough to get a job without a place to live
 - Literally pulled off the street
 - Very grateful
 - Program staff is caring and intelligent
 - Program has been successful for him
- Requested Support for Program to help homeless re-build lives

Ms. Reid James, Client of Family Service of the Piedmont:

- Formerly homeless
- Housing First Program literally saved her life
- Hard to get a job with shelter address
- Hard to be clean and presentable when homeless
- Requested support for the program to help homeless re-build lives

Ms. Maseta Dorley, Greensboro Housing Coalition:

- Spoke on behalf of Executive Director
- 150 individuals since January have presented need for rental assistance
 - Some people in need were formerly successfully employed, earning good wages
- Requested support for the program

Reverend Mike Aiken, Greensboro Urban Ministry:

- Appreciate CRB Support
- Supports HPRP program
- New program model works with plan to end homelessness and is effective
- People don't need shelters, animals need shelters. People need houses

Ms. Stormy Piper, Client of Family Services of the Piedmont, Salvation Army Night Watch Volunteer:

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

- Volunteers with Salvation Army Night watch by going out in Vans to minister to homeless who are unsheltered
- Last winter a man froze to death in back of CiCi's
- Need a full time van like the Salvation Army has
- Would like to work in a program like that

Mr. David Leavy, Executive Director, Affordable Housing Management:

- Stated his apartment manager's know when a person has incidents that can result in homelessness and sometimes has to evict people who can't pay their rent.
- Asked if HOME Vouchers could be used for his apartment complexes. (staff clarified that his tenants could access HOME and HPRP programs based on the tenant qualification, not the location.)
- Prevention is the best way to address homelessness

5/5/09 City Council Public Hearing on Substantial Amendment on HPRP Public Comments:

Ms. Susan Crotts, Housing and Community Development Analyst:

Susan Crotts, Housing and Community Development Department provided the following staff presentation:

Under the American Recovery and Reinvestment Act, the City is eligible to apply for \$781,141, amounting to about \$260,000 a year in homelessness prevention service program funds. This request to council is to consider this substantial amendment to our 2008-09 annual plan of activities, which you received a copy of in your agenda packet.

The new stimulus program is called Homelessness Prevention Rapid Re-housing Program (HPRP) will serve families and individuals who are or will be homeless due to event driven circumstances such as job loss, hospitalization, family trauma, etc. Program participants have very low or extremely low income. The program's focus is on keeping people out of shelters or getting them out of shelters quickly. Emergency shelter should ideally house people 30-45 days. People in stable housing get on their feet much more effectively. HUD research indicates this new approach is more effective than past approaches. It is based on the Housing First model currently used in our community for the chronically homeless.

In HPRP, a housing counselor places people in housing. They have the ability to provide flexible financial assistance and short or medium term rental assistance while training for jobs, job searching, and other supportive services can be pursued. They also negotiate rental leases with landlords and refer participants to other supportive services. The housing locator markets the program and coordinates rental leases for the housing counselor.

The program partners extremely well with other stimulus funds that are occurring throughout the community. With the Department of Social Services we have TANF, food stamps, day care, others include Job Link, GTCC. Also opportunities to partner with

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

existing programs like the Greensboro Housing Coalition Hotline, existing Emergency Assistance programs, and rapid re-housing programs are excellent.

Representatives from the 10 Year Plan to End Homelessness, the Homelessness Prevention Coalition of Guilford County's New Initiatives Committee, and qualified agencies met with City staff to develop a strategy for implementation of these funds. Following a series of community meetings the Housing and Community Development Department conducted, agencies decided they would like the City to pursue these funds so they can provide these services for the community.

In order for us to move forward with this, we prepared a substantial plan amendment for our 2008-09 Plan. This is the vehicle HUD requires for us to apply for these funds. We initiated a public process which included a public hearing on March 16th. Ms. Tijuana Hayes, the CRB chair will provide comments. Tonight will conclude the public process this public hearing. Also present to speak are several representatives from the homelessness prevention community.

Thank you very much for your time and consideration. Please let me know if I can provide any additional information.

Councilmember Bellamy Small asked: Can the funding help the day center? and Are we helping homeless who can't get housing because they were previously incarcerated?

In response to funding the day center, Ms. Crotts explained that no funds can be used for shelters, the funding is entirely for prevention or rapidly re-housing people who are in shelters. Some people in the day center could be beneficiaries of this program by becoming rapidly re-housed. The program is targeting people who, if not for these funds would become homeless, and people who are released from an institution within the past 30 days, be it a hospital, mental health facility, or a prison or jail, are also high risk candidates for homelessness. It will be targeting people who are at great risk of becoming homeless.

Councilmember Rakestraw expressed concern about the need for an increase in rental vouchers this year and asked if this program would address that.

Ms. Crotts responded: In this program there is rental assistance; short term is for 3 months and medium term up to 15 or 18 months. The ability to pay past due rent can total 18 months. The goal is to get people within 6 months back into employment and stable situations where they can carry on independently again.

Councilmember Rakestraw asked, will the program work with the Department of Social Services for emergency housing and rental vouchers?

Ms. Crotts explained that several rental voucher programs, like section 8, are managed by the Greensboro Housing Authority. The housing counselor will have access to pay for a lease or a subsidized lease. They will evaluate the participant's income and determine if they should receive a full or partial rental subsidy and they will evaluate after 3 months and

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

adjust as needed. They will also seek to partner with e section 8, family unification, and other voucher programs the Housing Authority administers. HUD expects partnering heavily with both stimulus programs and other programs in the community.

The following speakers spoke in support of the proposed substantial amendment:

Tijuana B Hayes, Community Resource Board Chairwoman, residing at 6 Pyrus Court: I would like to recognize other CRB members in attendance and thank the Community Resource Board for their commitment to Greensboro and vision to provide affordable housing and great neighborhoods to citizens of Greensboro. Thanks to City Council for its leadership and support and to men and women who develop affordable housing, the people who provide the services in shelter, and the citizens who advocate on behalf of decent safe housing and stable enjoyable neighborhoods. Special thanks to the clients who spoke to the Community Resource Board urging the board to support the funding amendments presently before Council.

The criteria we established for activities reviewed in consideration for funding includes, develop or sustain safe neighborhoods; promote smart, green development practices; help prevent homelessness by linking people with permanent housing, job training, and education; and effective use of tax payers money in these turbulent economic times. The community was invited to a public hearing on March 12th to share their ideas on how to focus spending of Housing and Community Development funds. We held four workshops and acknowledged the decline in the Housing and Community Development budget from \$12 million last year to \$10 million this year. Urge support of this process. It allows us to offer additional homelessness prevention services in support of our clients.

Ms. Jehan Benton 926 Borders Terrace, Director of Partners Ending Homelessness Initiative, which is responsible for implementing Guilford County's Ten Year Plan to End Homelessness. Please support the Community Resource Board recommendation for the substantial amendment. HPRP funds are new and available to our community and will allow us to increase our capacity to serve the homeless population. \$ directed to new population in economic crisis to deal with short term immediate needs. We are also looking for program to be very successful and results driven and working on a plan for hat. HUD will be looking at these new dollars and this is going to be the new way they fund homeless services throughout the US. We encourage you to please support this amendment. Also, to address your question about the day center and ex-offenders, we did talk about the role of these 2 positions working with day center. Also the new housing program is similar to a new position we just hired, a housing support specialist, and they may rotate time at the day center. The housing support specialist will help ex offenders. The housing specialist will also look at reasonable accommodations and fair housing law for ex-offenders. These two positions will hopefully create stronger relationships and bonds with landlords. We have twenty-six new landlord relationships with ex-offenders.

Councilmember Bellamy-Small asked Ms. Benton:
Are you working with Ms. Gant (of the Greensboro Human Relations Department)?

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

Ms. Benton responded:

Yes, she has provided training to our staff and service providers

Mr. Mitch McGee, work at Family Service of the Piedmont and with the Housing Support Team in housing chronically homeless people:

Thank you for this opportunity. Throughout this process I've been following what HUD has had on their web site, participated in meetings with the homelessness prevention coalition, meetings conducted by Susan Crotts, and the CRB meeting. I thank everyone for working very hard and the CRB for working on budgets for homeless services. In the proposed budget, there is a \$200,000 recommendation for short term vouchers that would probably work with housing authority and in partnership with this program. How many vouchers that would be would depend on who gets housed with them. The number of vouchers provided will depend on whether they are for a single person versus a family, and the income of the person or family. Thank you. The plan developed fits in also with the State's plan for Homelessness Prevention Rapid Re-housing.

Reverend Beth McGee Huger, 408 Woodlawn Avenue:

Thank you for the priority you have given for the lowest income people in our community, particularly those who are homeless or about to become homeless. Your housing and community development staff have made an extraordinary effort to increase the resources for homeless prevention at a time when their total budget is substantially lower. We urge you to preserve the Nussbaum funds to the fullest extent possible, because housing is an investment in our whole community, benefiting us in areas of health and employment, and benefiting landlords when we can keep people in housing instead of them having more vacancies as people lose their jobs. Greensboro Housing Coalition is honored to be a part of the continuing partnership with the City and Family Service of the Piedmont to prevent homelessness and house those who have become homeless. This is a great extension of both our Housing Hotline and the Housing Support team we've been working on for the past two years. The addition of the HOME vouchers that Mitch mentioned will give us more resources that will help us arrange the right housing for each person and will help landlords reduce their vacancies. We've become very much aware of the needs of landlords in our community as we work through the housing crisis. The homeless prevention and rapid re-housing program will complement the vouchers by providing the services in that flexible financial assistance mentioned earlier. Overall, the housing plan you will vote on tonight is an excellent plan. We really commend the staff for putting it together and look forward to you voting for it.

C. Distribution and Administration of Funds

Reminder: The HPRP grant will be made by means of a grant agreement executed by HUD and the grantee. The three-year deadline to expend funds begins when HUD signs the grant agreement. Grantees should ensure that sufficient planning is in place to begin to expend funds shortly after grant agreement.

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

1. Check the process(es) that the grantee plans to use to select subgrantees. Note that a subgrantee is defined as the organization to which the grantee provides HPRP funds.

- ☐ Competitive Process
☐ Formula Allocation
☒ Other (Specify: Sole Source)

2. Briefly describe the process(es) indicated in question 1 above (limit 250 words).

Response:

The Grantee requested contracted agencies exhibiting significant capacity in required service areas to collectively develop a plan with the input of the CoC New Initiatives Committee. The Salvation Army, Greensboro Urban Ministry, Family Service of the Piedmont, and Greensboro Housing Coalition expressed interest in providing services through Greensboro's allocation.

The Grantee facilitated two strategizing sessions to include identifying processes to target program participants, participants' actions to obtain service, agency collaboration, and service delivery. A comprehensive process was flow charted, reviewed, and confirmed.

Ms. Neunabor, Executive Director of NEECH, discussed the potential fit of the structure and nature of the Housing Support program for chronically homeless and the HPRP program targeting prevention and rapid re-housing of families and individuals. The group developed a majority consensus to utilize Family Service of the Piedmont for program administration by expanding the Chronically Homeless Housing Support Team's scope to target HPRP eligible people. The Grantee agreed this program was highly "shovel ready". The Salvation Army expressed desire to perform the services, but recognized majority consensus differed.

In follow up to the Salvation Army's interest, the Grantee contacted Ms. Neunabor, who advised the State will receive an additional \$18 million for distribution to agencies or municipalities and counties, for some of which the Agency will be eligible to compete. The Grantee followed up with the Agency to let them know that Greensboro's allocation should not be the sole opportunity to apply for HPRP funding. An Agency representative expressed some improvement in satisfaction with this outcome.

3. Briefly describe the process the grantee plans to use, once HUD signs the grant agreement, to allocate funds available to sub-grantees by September 30, 2009, as required by the HPRP Notice (limit 250 words).

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

Response:

The grantee will utilize a contract or contract amendment, whichever the grantee's legal counsel recommends, to allocate the funds for the sub-grantee. The existing contract that serves the Family Service of the Piedmont Housing Support Team and subcontracts the Greensboro Housing Coalition shall serve as the basis for an agreement, which shall be amended to reflect the strategies, priorities, goals, and measures identified in HPRP program planning guidelines. A draft agreement shall be developed and reviewed by City legal counsel and the contracted agencies for preliminary approval no later than June 30, 2009.

Following notice of application approval from HUD by July 2, 2009, the Grantee will request a City Council budget ordinance establishing accounts for HPRP funds. At the same time, contracts will be routed for signatures required for execution. This timeline will amply allow the Grantee to encumber the HPRP funds no later than September 30, 2009.

4. Describe the grantee's plan for ensuring the effective and timely use of HPRP grant funds on eligible activities, as outlined in the HPRP Notice. Include a description of how the grantee plans to oversee and monitor the administration and use of its own HPRP funds, as well as those used by its subgrantees (limit 500 words).

Response:

The Grantee shall contract annually with the sub-recipient(s) for services and expenditures to cost 1/3 of the total grant amount, which shall not exceed \$260,380 per year. The contract (s) performance shall be monitored on a monthly basis and shall undergo a six month review, at which time, at least 50% of the first year funds shall be expended. 100% of the 12-month allocation shall be expended at the end of 12 months. The contract shall be renewed every 12 months for three years assuming performance is satisfactory. Pending the award of HUD funds and a budget ordinance adopted by the City Council, the agency shall be able to submit eligible expenditures in a contract period that shall commence no later than September 30, 2009.

Monthly requisitions, summary expense reports, expense documentation, and grant service reports shall be submitted by sub-grantee(s) for each prior month, no later than the 10th of the month. Summary Expense Reports shall organize expenditures as the grantee establishes and in accordance with grant budget categories. The Grantee shall review each eligible expense submitted to verify expense eligibility and sufficiency of documentation.

A standard City Report based on Emergency Assistance shall be submitted for use in the GCAN network. Quarterly performance outcome reports shall be submitted to the Grantee no later than the 10th of the month following the quarter.

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

Per City of Greensboro policy, payments are reimbursement basis only. The City reserves the authority to narrow the scope of eligible expenses in conformity with its administrative policies and practices applied to other homelessness prevention service provider sub-grantees.

The sub-grantees' program files and agency sites shall be monitored at least annually by HCD monitoring and program staff. City of Greensboro Internal Audit staff shall review financial reports, independent external audits, expenditures, and other related files or practices annually. Written recommendations or requirement notices will be provided by Grantee to Sub-grantee if such action is appropriate.

The City of Greensboro shall document, track, and report on City administrative costs in accordance with existing Housing and Community Development Department standards for utilization of administrative grant funds.

Family Service of the Piedmont shall enter participant data required in the CHIN HMIS system and will collaboratively work with the Greensboro Housing Coalition to report on goals and outcomes quarterly.

D. Collaboration

1. Briefly describe how the grantee plans to collaborate with the local agencies that can serve similar target populations, which received funds under the American Recovery and Reinvestment Act of 2009 from other Federal agencies, including the U.S. Departments of Education, Health and Human Services, Homeland Security, and Labor (limit 250 words).

Response:

The Greensboro Housing Coalition Housing Hotline currently serves as a main point of referral for housing crisis situations to the Guilford County Department of Social Services, short term Emergency Financial Assistance service providers, and shelters (if necessary). The hotline will expand its referral network to include the HPRP Program. Other referring agencies may also refer potential participants to the HPRP program.

The use of funds through existing short-term emergency financial assistance programs may temporarily stabilize potential HPRP candidates while supportive service case management agencies develop a recommendation on the individual or family's potential HPRP program participation.

Family Service of the Piedmont shall become a referring agency member of the GCAN (Guilford Congregational Assistance Network) by entering into a memorandum of understanding that they agree to collaborate with the Guilford Department of Social Services as the first portal of entry to obtain financial assistance for program participants. This will assure that emergency assistance and

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

other funds administered by DSS will be utilized in conjunction with City administered HPRP funds, emergency assistance funds, and other emergency assistance financial resources available through non-profit agencies and congregations.

Family Service of the Piedmont and the Greensboro Housing Coalition shall seek opportunities to utilize stimulus funds from other sources to maximize HPRP resources to serve as many as possible with as few dollars as possible. Partnerships with other Recovery and Reinvestment Act fund sources will be identified and implemented as they become available.

2. Briefly describe how the grantee plans to collaborate with appropriate Continuum(s) of Care and mainstream resources regarding HPRP activities (limit 250 words).

Response:

The Guilford County Continuum of Care shall be informed about the HPRP program and Greensboro's Plan through the Homelessness Prevention Coalition of Guilford County at its regular meeting on April 9, 2009. The HPCGC network includes professionals from mental health, Guilford County Schools, and many other community resources. Additional updates will be provided at the Coalition's meetings by the Grantee, Sub-grantee, or other appropriate spokespersons.

The sub-grantee housing counselor shall line up referrals for program participants with service providers in Health Care, Dept. of Social Services, Consumer Credit, Partners Ending Homelessness, Guilford County Community Care Network, Legal Aid, Welfare Liaison, Guilford County Schools, etc. These service providers may also serve as an advisory team to make recommendations for selection of program participants.

Collaboration across the broad array of service providers that comprise the Continuum of Care will ensure that HPRP resources are mainstreamed.

3. Briefly describe how HPRP grant funds for financial assistance and housing relocation/stabilization services will be used in a manner that is consistent with the grantee's Consolidated Plan (limit 250 words).

Response:

The HPRP Grant funds will align with strategies and objectives identified in the Grantee's Consolidated Plan. Goals and accomplishments will include:

- Permanent housing for homeless, including families
- Serve women and their children not served by other programs
- Coordinating with other departments and agencies
- Permanent housing for persons with special needs

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

- Service providers use collaborative case management
- Coordination of services will include Department of Social Services, Salvation Army, GCAN Network , Greensboro Housing Coalition, and other services offered in the Continuum of Care.

E. Estimated Budget Summary

HUD requires the grantee to complete the following table so that participants in the citizen participation process may see the grantee's preliminary estimated amounts for various HPRP activities. Enter the estimated budget amounts for each activity in the appropriate column and row. The grantee will be required to report actual amounts in subsequent reporting.

HPRP Estimated Budget Summary			
	Homelessness Prevention	Rapid Re-housing	Total Amount Budgeted
Financial Assistance ¹	\$ 218,719.48	\$ 218,719.48	\$ 437,438.96
Housing Relocation and Stabilization Services ²	\$ 140,605.38	\$ 140,605.38	\$ 281,210.76
Subtotal (add previous two rows)	\$ 359,324.86	\$ 359,324.86	\$ 718,649.72

Data Collection and Evaluation ³	\$ 23,434.23
Administration (up to 5% of allocation)	\$ 39,057.05
Total HPRP Amount Budgeted⁴	\$ 781,141.00

¹Financial assistance includes the following activities as detailed in the HPRP Notice: short-term rental assistance, medium-term rental assistance, security deposits, utility deposits, utility payments, moving cost assistance, and motel or hotel vouchers.

²Housing relocation and stabilization services include the following activities as detailed in the HPRP Notice: case management, outreach, housing search and placement, legal services, mediation, and credit repair.

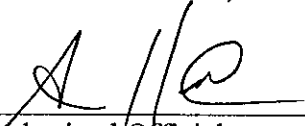
³Data collection and evaluation includes costs associated with operating HUD-approved homeless management information systems for purposes of collecting unduplicated counts of homeless persons and analyzing patterns of use of HPRP funds.

⁴This amount must match the amount entered in the cell on the table in Section A titled "Amount Grantee is Requesting."

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

F. Authorized Signature

By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)



Signature/Authorized Official

12-11-04

Date

^{Assistant}
Title: Interim City Manager

Application for Federal Assistance SF-424

Version 02

***1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

***2. Type of Application**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s)**

***Other (Specify)**

3. Date Received:

4. Applicant Identifier:

S-05MC-37-004

5a. Federal Entity Identifier:

***5b. Federal Award Identifier:**

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

***a. Legal Name:** City of Greensboro

***b. Employer/Taxpayer Identification Number (EIN/TIN):**
56-6000230

***c. Organizational DUNS:**
071572374

d. Address:

***Street 1:** 300 W. Washington Street
Street 2: _____
***City:** Greensboro
County: Guilford
***State:** NC
Province: _____
***Country:** USA
***Zip / Postal Code** 27402-3136

e. Organizational Unit:

Department Name:
Housing and Community Development

Division Name:
Grants Division

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Ms. ***First Name:** Susan
Middle Name: E.
***Last Name:** Crotts
Suffix: _____

Title: Housing/Community Development Analyst

Organizational Affiliation:
City of Greensboro

***Telephone Number:** (336) 373-4671

Fax Number: (336) 412-6315

***Email:** susan.crotts@greensboro-nc.gov

Application for Federal Assistance SF-424

Version 02

***9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10 Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:14.257

CFDA Title:

HPRP***12 Funding Opportunity Number:**

*Title:

13. Competition Identification Number:

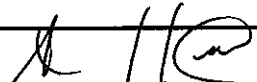
Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Greensboro

***15. Descriptive Title of Applicant's Project:**

Homelessness Prevention Rapid Rehousing Project

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of:		
*a. Applicant: 6 th , 12 th , and 13 th	*b. Program/Project: 6 th , 12 th , and 13 th	
17. Proposed Project:		
*a. Start Date: As early as 7/3/09 and as late as 9/30/09		*b. End Date: 9/30/12
18. Estimated Funding (\$):		
*a. Federal	\$781,141	
*b. Applicant		
*c. State		
*d. Local		
*e. Other		
*f. Program Income		
*g. TOTAL		
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____ <input checked="" type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input type="checkbox"/> c. Program is not covered by E. O. 12372		
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001) <input checked="" type="checkbox"/> ** I AGREE ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions		
Authorized Representative:		
Prefix: Mr.	*First Name: Andrew	
Middle Name: S.		
*Last Name: Scott		
Suffix:		
*Title: Interim Assistant City Manager		
*Telephone Number: (336) 373-2002	Fax Number: (336) 373-2117	
* Email: andrew.scott@greensboro-nc.gov		
*Signature of Authorized Representative:		*Date Signed: 12 MAY 09

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

GENERAL CERTIFICATIONS FOR STATE OR LOCAL GOVERNMENT FOR THE HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP)

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the state, territory, or local government certifies that:

Affirmatively Further Fair Housing -- The state, territory, or local government will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction or state, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Drug-Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about:
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

- (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, state, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

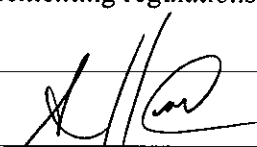
Anti-Lobbying -- To the best of the state, territory, or local government's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraphs 1 and 2 of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Local Government, State, or Territory -- The submission of the consolidated plan is authorized under state law and local law (as applicable) and the jurisdiction or state possesses the legal authority to carry out the programs under the consolidated plan for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with Plan -- The housing activities to be undertaken with HPRP funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature/Authorized Official

12 - MAY - 01

Date

INTERIM ASSISTANT CITY MANAGER

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The Grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ☐ if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Homelessness Prevention and Rapid Re-Housing Program (HPRP) Certifications

The HPRP Grantee certifies that:

Consolidated Plan – It is following a current HUD-approved Consolidated Plan or CHAS.

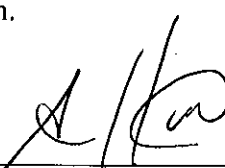
Consistency with Plan – The housing activities to be undertaken with HPRP funds are consistent with the strategic plan.

Confidentiality – It will develop and implement procedures to ensure:

- (1) The confidentiality of records pertaining to any individual provided with assistance; and
- (2) That the address or location of any assisted housing will not be made public, except to the extent that this prohibition contradicts a preexisting privacy policy of the grantee.

Discharge Policy – A certification that the State or jurisdiction has established a policy for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons.

HMIS – It will comply with HUD's standards for participation in a local Homeless Management Information System and the collection and reporting of client-level information.



Signature/Authorized Official
INTERIM ASSISTANT CITY MANAGER

12 MAY 09

Date

Title